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26 JUN 1980

OS REGISTRY
FILE *Reports 5*

MEMORANDUM FOR: Deputy Director for Administration

25X1 FROM: [redacted]

Director of Security

SUBJECT: Office of Security Significant Activities
Week of 19 June 1980 (U)

REFERENCE: DDA Administrative Instruction No. 74-5

1. This memorandum is for information only. (U)
2. The activities of the Office of Security during the week of 19 - 25 June 1980 were highlighted by the following items:

a. The relocation of the [redacted]
 is progressing smoothly and will be substantially completed by the end of this week. (U)

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[redacted]
 c. Special Agents Training Course #56 began the first of four weeks of training for 15 students on Monday, 23 June. (U)

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d. On 18 June, a representative of the Safety Group met with the Agency's Handicapped Program Advisory Committee (HPAC) to discuss alternative methods of evacuating handicapped personnel from Agency buildings. (U)

f. On 25 June, representatives of the Office briefed staff members of the House Armed Services Committee and the House Select Committee on Narcotic Abuse and Control regarding physical security procedures applicable to safeguarding Agency classified material. (U)

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g. On 23 June, the Safety Assistant completed an updated roster of component Safety Officers in the Headquarters area. This required contacting 66 offices. (U)

h. On 19 June, the Chief, Information Systems Security Group, addressed an Office of Logistics procurement seminar held [Redacted]. His topic was information systems security and its relationship to ADP purchases and data processing operations at contractor sites. (U/AIUO)

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i. On 19 June, a representative of the Safety Group responded with the Security Duty Officer to a very serious water leak after normal working hours in the attic of Central Building. The water affected areas of each of the floors, but inspections of all areas revealed only minor damage to Office of Technical Service supplies and equipment. The damage primarily involved ceiling and floor tiles. (U)

j. Both the DCI and the DDCI have scheduled domestic trips between 25 and 27 June 1980. The DCI party's visit to the New York City area on Wednesday and Thursday was supported by a member of the DCI Security Staff and three Headquarters TDYers. The DDCI's trip to Chicago on Thursday and Friday involves one Security Staff member

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Approved For Release 2005/12/14 : CIA-RDP84-00534R000100020001-3

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